

**Kentucky Behavioral Health Planning and Advisory Council
Membership Committee Conference Call Meeting**

April 16, 2014 1:00-3:00PM

**BHDID, 100 Fair Oaks Lane, 4th Floor, West Conference Room
Frankfort, Kentucky**

Members Participating (via Conference Call): Becky Clark, Siena Kennedy, Rachael Cartmel, Steve Lyons, Gayla Hayes

Members Present: Mary Singleton, Steve Liles

Staff Present: Christie Penn, Melissa Runyon

Topic	Discussion	Next Steps
Call Membership Meeting to Order	Mary Singleton called the meeting to order at 1:06 PM. Mary took attendance, welcomed and thanked all members for participating in the conference call. She then reviewed the handouts that were sent electronically to all Council members prior to the meeting.	
Discussion of Membership Handbook	The Membership Committee reviewed a draft version of the KBHPAC Membership Handbook and made several edits and revisions to the content and formatting.	Staff will make revisions to the Member Handbook based on recommendations by Committee and then provide an updated version for the Committee to review. Another conference call will be scheduled.
Discussion of Membership Brochure	The Membership Committee reviewed a draft version of the KBHPAC Membership Brochure and made several recommendations, including eliminating a lot of the legal language currently used and making the brochure more friendly, inviting, and colorful.	Becky Clark, Sienna Kennedy, and Steve Liles will form a sub-committee to continue work on the brochure and report back to the Council at the June meeting.
Adjournment	Meeting adjourned at approximately 2:50 PM.	<u>Next Meeting</u> Member Committee Meeting Jan 22, 2015 (1-4pm) Location TBD